

Resources Agency
 Department of Forestry and Fire Protection
 Department of Parks and Recreation
 Department of Fish and Game
 State Coastal Conservancy
 Department of Water Resources
 State Lands Commission
 California Environmental Protection Agency
 Department of Conservation
 Department of Food and Agriculture
 Department of Transportation
 California Energy Commission
 State Water Resources Control Board
 California Conservation Corps
 California Coastal Commission
 Native American Heritage Commission
 University of California
 San Francisco Bay Conservation and Development Commission

 Bureau of Land Management
 Bureau of Reclamation
 Monterey Bay National Marine Sanctuary, NOAA
 National Marine Fisheries Service, NOAA
 National Park Service
 Western Ecological Research Center, USGS
 USDA Forest Service
 USDA Natural Resources Conservation Service
 U.S. Environmental Protection Agency
 U.S. Fish and Wildlife Service
 U.S. Geological Survey

 North Coastal Counties Supervisors Association
 Sacramento-Mother Lode Regional Association of County Supervisors
 Northern California Counties Supervisors Association
 San Joaquin Valley Regional Association of County Supervisors
 South Central Coast Regional Association of County Supervisors
 Central Coast Regional Association of County Supervisors
 Regional Council of Rural Counties
 California Association of Resource Conservation Districts
 San Diego Association of Governments
 Southern California Association of Governments



DATE: January 23, 2007

TO: THE BIODIVERSITY ALONG THE BORDER COMMITTEE

FROM: Todd Ferrara, Chair

SUBJECT: PROPOSED PROCESS FOR COMPLETING THE ASSIGNMENT FROM THE CALIFORNIA BIODIVERSITY COUNCIL

I want to take this opportunity to welcome you and thank you for participating on the California Biodiversity Council's (CBC) "Biodiversity Along the Border Committee" (BATB). We appreciate your time, interest, and energy as we move forward developing recommendations on border biodiversity issues.

I will be representing California's Secretary for Resources Mike Chrisman. My role is to keep Secretary Chrisman and other members of the CBC informed of our progress, including relaying any issues or concerns that may surface during this process. My role is to also keep you informed on any issues or concerns that may surface with the Secretary or members of the CBC. During the meeting my role will be to clarify the agenda and make sure the discussion is moving us in the direction of providing the CBC with recommendations on the identified issues.

As you may recall, the BATB was formed with the purpose of recommending actions to the CBC on specific biodiversity issues discussed on September 28, 2006 (please review the memo to the CBC from Mike Chrisman and Mike Pool dated September 28, 2006). We recognize that the issue list is not comprehensive, but it represents those issues the group felt could be discussed concluding with recommendations for the CBC and its partners in Mexico within a six-month period of time.

We want to run the committee in the spirit of collaboration and cooperation with the goal of reaching consensus on the recommended actions. We want to hear from non-committee members, as well as committee members. Therefore, we welcome attendance from all interested parties. Our goal is to not resort to voting, but to discuss an issue until we achieve consensus.

We intend to start each meeting on time, adjourn on time, and send out the agenda and agenda materials prior to the meeting. We will record the meetings and prepare meeting notes highlighting key ideas discussed at the meetings. A master email list will be kept and updated. If you are unable to attend a meeting you will still receive the meeting notes and the agenda for the next meeting.

My role as committee chair will be to set the agenda and to articulate for the group what we hope to accomplish with each agenda item. Janet Fairbanks will serve as the project

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manager and facilitator. Her role is to be neutral and non-evaluative; making sure everyone has a chance to be heard, and offering clarifying suggestions. This is your meeting; we are offering a process by which all ideas can be heard with the goal of collectively coming to a conclusion. We request that the group strive to hear all ideas, have only one conversation at a time, allow people time to finish their thoughts, come to meetings prepared, keep the conservation on task, and help each other achieve our objectives.

Lauren McNees will serve as the recorder. She will capture your thoughts on flip charts. She will try not to paraphrase, but you can help by making your point concise giving her time to write it down. Feel free to clarify your point as she writes it down.

Again, we see this as your meeting. We are here to help achieve our common objectives and we are open to suggestions you may have to make the process better.

Please feel free to contact Janet Fairbanks or me anytime during this process.

Thank you for your participation.